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Justice Bulletin

Montana Board of Crime Control

*A Publication of the Montana Board of Crime Control 3075 N. Montana, PO 201408 Helena, MT 59620-1408
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Request for Proposals (RFP)

#09-01 (O) Project Safe Neighborhoods (PSN) Initiative

Proposal Deadline: December 12, 2008

Project Dates: February 1, 2009 to August 31, 2011

I. Introduction

The Montana Board of Crime Control (MBCC) is soliciting proposals under the Project Safe Neighborhoods (PSN) grant program. Project Safe Neighborhoods is a federal initiative designed to “reduce gun crime in America by networking both new and existing local programs that target gun crime and then providing them with the tools they need to succeed.” Approximately \$66,548 will be available during State of Montana FY 2009-2011.

Montana’s PSN initiative, *Catch and No Release*, is a partnership between federal and local enforcement agencies to reduce violent crime, drug crime and recidivism through the full and vigorous enforcement of federal firearms laws. *Catch and No Release* was introduced in May 2002 through a series of trainings. The larger communities in the state received the greatest focus from the U.S. Attorney’s Office and ATF in the first eighteen months of the initiative. In 2004, law enforcement agencies in the rural communities of the state received a training video to increase the prominence of the initiative in the more sparsely populated areas of Montana.

A Deputy County Attorney in Yellowstone County is cross-designated as a Special Assistant United States Attorney (SAUSA) to assist in the federal prosecution of gun crime in that area of the state. Recently, another SAUSA was funded by the *Catch and No Release* task force to assist in the federal prosecution of gun and gang-related crime in Great Falls/Cascade County. Both of these efforts have been financed with PSN grant funds.

Since 2002, local law enforcement officers received another series of refresher and update trainings in many of the larger and middle-sized communities. Also, the Montana Department of Justice’s Crime Lab continues to update NIBIN and gun tracing information for the state. A grantee delivered to all junior high and high schools in the state a juvenile video focusing on reducing firearm possession on school grounds. The video focuses on the dangers of firearms on school grounds and encourages youth to report the presence of firearms on school grounds.

Catch and No Release combines an aggressive enforcement strategy with a community outreach campaign aimed at prevention through education. *Catch and No Release* prioritizes the investigation and prosecution of violent and persistent offenders who violate the federal firearms laws. Montana’s PSN initiative has encouraged state and local law enforcement to focus on

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recidivist offenders, with particular attention given to potentially or actually violent targets not satisfactorily rehabilitated by the state system.

Since the initiation of *Catch and No Release*, the number of federal firearms prosecutions has increased by over 300%, including an increase in the number of juvenile prosecutions. Montana's PSN enforcement strategy in the last two years has placed an emphasis on domestic abusers who illegally possess guns in an effort to combat one of Montana's violent crime problems, domestic violence. The District of Montana seeks to prosecute violations of federal firearms laws related to domestic violence, 18 U.S.C. § 922(g)(8) and (g)(9). With ATF at the helm, the enforcement of gun violence and illegal gun possession is a coordinated, district-wide effort.

II. Purpose of Funds

The purpose of the grant is to “create safe neighborhoods by reducing gun violence and gun crime and sustaining that reduction. The program's effectiveness is based on the cooperation of local, state, and federal agencies in a unified offensive led by the US Attorney (USAO) in each of the 94 federal judicial districts. In order to address the specific gun-crime problems in the District of Montana, projects should demonstrate the five core elements of PSN: partnerships, strategic planning, training, outreach, and accountability.

The Federal FY 2008 PSN funds can be used to support any one or more of the following activities to support the District of Montana's “Catch and No Release” strategy:

- An aggressive and coordinated local, state, and federal law enforcement approach to gun and gang violence and illegal gun possession;
- Multi-jurisdictional violent crime task forces;
- Continued training to state and local law enforcement;
- Training opportunities which may include bringing in national speakers;
- Scholarships for law enforcement agencies to send personnel to trainings;
- Portal for larger law enforcement agencies to share information with smaller law enforcement agencies;
- Purchase of equipment necessary to gather information on targets/criminals;
- Initiatives that address the prevention of domestic violence through prosecution, with specific inclusions of PSN;
- Continued outreach initiatives and the beginning of new outreach campaigns;
- An aggressive Project Sentry juvenile and school safety initiative;
- Juvenile-related programs that prosecute gun offenders, provide special supervision for them, prosecute adult offenders who provide guns to juveniles, or programs designed to provide education and outreach to juveniles regarding firearms laws;
- New or continuation funding for the hiring or retention of deputy county attorneys to prosecute gun offenders as Special Assistant US Attorneys;
- Research, educational, supervision, outreach, prevention, and prosecution programs that address the PSN goal of reducing gun violence and/or increasing prosecutions of federal firearms crimes in Montana;

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- Traditional as well as “thinking out of the box” proposals are welcome.

III. Eligibility

All state and local agencies, non-federal government agencies, nonprofit organizations, and citizen or faith-based groups are eligible to apply for a Montana PSN grant. Grant applications must be received by December 12, 2008, at 5 pm. **Private Non-Profit Agencies Must Document Their IRS 501-3C Non-Profit Status.**

Applicants may seek monies for no more than a 24-month period. Availability of funding beyond the grant period is not guaranteed.

Note: Because federal funds are not always available immediately following the award date, programs should prepare for this contingency.

IV. Late Applications

New project applications that are received past the due date will not be considered during the current cycle.

V. Match

Project Safe Neighborhoods grants have no match requirements.

VI. Funding Period

The project period begins February 1, 2009, and concludes August 31, 2011.

The maximum funding of projects is 30 months. Periodic reporting will be required. Failure to perform as outlined in the application may result in suspension or termination of monies during the funding period.

VII. Limitations of Fund Use

Awards under the Federal FY 2008 grant program will be used to fund innovative ideas in reducing gun violence and will carry the following NEPA special condition:

None of the following activities will be conducted either under the OJP federal action or a related third party action:

- New construction;
- Any renovation or remodeling of a property either (a) listed on or eligible for listing on the National Register of Historic Places or (b) located within a 100-year flood plain;
- A renovation which will change the basic prior use of a facility or significantly change its size;

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- Research and technology whose anticipated and future application could be expected to have an effect on the environment;
- Implementation of a program involving the use of chemicals. Consequently, the subject federal action meets OJP's criteria for a categorical exclusion as contained in paragraph 4(b) of Appendix D to Part 61 of the Code of Federal Regulations. Additionally, the proposed action is neither a phase nor a segment of a project which, when viewed in its entirety, would not meet the criteria for a categorical exclusion.

Unallowable costs for PSN grant funds include the following:

- Gun locks (for details see www.projectchildsafe.org);
- Confidential funds;
- Gun buy-back programs; and
- Air-time to run the national public service announcements "Mothers," "Sentenced," and "Family Prison."

Review this list carefully. If you have questions, call prior to submitting your proposal.

1. Purchase of equipment must be integral and necessary for the project.
2. Construction, in general, is prohibited.
3. Land acquisition is prohibited.
4. Supplanting is prohibited.
5. Consultant costs must follow the applicable federal grant guidelines, Office of Management and Budget Cost Principles A-122, A-87, or A-21, and state policy.
6. Calculating and reimbursing cost for mileage, per diem, and lodging cannot exceed state rates. For more information go to www.mt.gov/doa, and click on Resources, State Travel Information for travel policy/hotel listings. Call for instructions regarding out-of-state travel.
7. Indirect costs are **not** allowed.
8. Pre-agreement costs are not allowable.
9. Rental costs are limited to the fair market value for similar facilities in your locality. Rental rates in excess of this amount will need special approval.
10. General salaries and personnel costs are allowable.
11. Funds may not be expended or obligated prior to February 1, 2009.
12. Purchase or lease of vehicles is not permitted. Mileage will be allowed at the current approved state rate.
13. Uniform allowances will not be permitted.
14. If your agency receives less than \$500,000 per year in total federal assistance, you will not be required to arrange for an audit and may not charge audit costs to your grant.

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Note: Agencies receiving \$500,000/yr or more in total federal assistance will be required to have an audit performed in accordance with federal circular A-133. Costs for such an audit should be charged proportionately to all programs being audited.

Note: Food and beverage items may be allowable if costs meet the following guidelines: 1) the food and beverage are incidental to a work-related event; 2) the costs are documented and reasonable; and 3) food and beverages are not directly related to amusement and/or social events. MBCC will approve such items only if the applicant justifies the expense as a clear benefit to the grant project. All food and beverage items must receive prior approval from MBCC.

Note: All recipients of federal financial assistance, regardless of the particular funding source, the amount of the grant award, or the number of employees in the workforce, are subject to the prohibitions against unlawful discrimination. Accordingly, OCR investigates recipients that are the subject of discrimination complaints from both individuals and groups. In addition, based on regulatory criteria, OCR selects a number of recipients each year for compliance reviews, audits that require recipients to submit data showing that they are providing services equitably to all segments of their service population and that their employment practices meet equal employment opportunity standards.

VIII. Application Requirements

All successful applicants for grant award funds from MBCC must agree to:

1. Submit quarterly narrative, data, and financial reports in the prescribed format according to MBCC time frames.
2. Cooperate with any assessments, national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this project.

IX. Special Requirements

No special requirements

X. Uniform Crime Reporting

If the grant is for a law enforcement agency, the law enforcement agency must be reporting Uniform Crime Data to the Board of Crime Control. The crime data must be compliant with the Montana Incident Based Reporting (MTIBR) standards and policy. If an agency is not yet compliant and has plans to become compliant, the agency may submit a Memorandum of Understanding (MOU), and the Board will decide if the MOU justifies a waiver until the agency becomes compliant. Contact MBCC staff if you are unsure of your status. For more information please contact Jimmy Steyee at 406-444-4298, or jsteyee@mt.gov.

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Juvenile probation offices must participate in the Juvenile Probation Information System (JPIS) component of Child and Adult Protective System (CAPS).

Agencies needing crime data to complete their applications can locate that information at www.mbcc.state.mt.us.

XI. Selection Process

The staff of the MBCC will conduct an initial screening of the proposal to check for completeness of the application. The fiscal staff and program managers will summarize the grant and technical information.

The Project Safe Neighborhood Initiative Selection Committee will review proposals and determine which applicants will receive grant monies and the amounts of each grant. The U.S. Attorney's Office for the District of Montana will notify the successful applicants as determined by the Selection Committee.

XII. Application Procedures

All subgrantees must register online at www.mbcc.mt.gov at least five (5) days prior to the December 12, 2008, application deadline. To register, select Grants, then Online Application. Applications must be submitted through the online subgrant application system. Application instructions are available at www.mbcc.mt.gov, and the MBCC email address is mbcc@mt.gov.

Assistance: If you need assistance in the preparation of the application, or if you have financial questions, please contact the following staff:

<u>Fiscal</u>	<u>Phone</u>	<u>Program</u>	<u>Phone</u>	<u>Support Staff</u>	<u>Phone</u>
Glenda Grover	444-2085	Julie Fischer	444-2056	Kristel Matchett	444-2002
ggrover@mt.gov		jfischer2@mt.gov		kmatchett@mt.gov	

Application Check List: Please refer to this checklist before submitting your application.

- ☐ Face Sheet
- ☐ Executive Summary
- ☐ Project Budget
- ☐ Budget Narrative
- ☐ Project Narrative
- ☐ Special Assurances and Conditions
- ☐ Position Descriptions
- ☐ Non-Profit Status
- ☐ Signature Page

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Mail original copies of the signature page, letters of support, and documentation of nonprofit status postmarked by the due date of December 12, 2008, to the following address:

Montana Board of Crime Control
3075 North Montana
PO Box 201408
Helena MT 59620-1408

Deadline(s). Applications for **RFP #09 Project Safe Neighborhoods** must be submitted online and hardcopies postmarked on or before **December 12, 2008, at 5 pm.**

Applicants are strongly advised to adhere closely to all deadlines and requirements. The inability to abide by deadlines is considered to be a significant reason to recommend denial of the application.

Receipt Verification. All applicants will be informed in writing that the application has been received and will be assigned a grant number and an MBCC contact person.

Alternative accessible formats of this document will be provided upon request. Persons with disabilities who require this material in another format in order to participate in the Request for Proposal process should contact MBCC, 3075 N. Montana, PO Box 201408 Helena, MT 59620-1408. Phone (406) 444-3604 or FAX (406) 444-4722.